



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**JOB OPPORTUNITY**  
**DURATIONAL GENERAL TRADES WORKER**  
**EMMETT O'BRIEN TECHNICAL HIGH SCHOOL**

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE](#)

**Open To:** The Public  
**Location:** 141 Prindle Avenue, Ansonia, CT 06401  
**Hours:** Monday – Friday, 7:00 a.m. – 3:00 p.m.  
**Salary:** \$43,689 - \$56,913\*  
**Closing Date:** November 6, 2015  
**Posting #:** 109123

\* New hires to state employment start at the minimum of the above salary range.

The anticipated duration of this position is through April 30, 2016. However, the employment period is contingent upon available funding and business necessity.

**EXAMPLE OF DUTIES:**

Performs highly skilled maintenance and/or construction work requiring the application of trade skills, codes, and standard trade practices in a variety of trade areas including but not limited to: electrical, plumbing, carpentry, HVACR, glazing, masonry, painting work, etc.; makes estimates of time, personnel, and material required on assigned tasks; keeps necessary records; in smaller trade areas, may be the sole worker running a skilled trade area; performs duties related to the trade or trade areas as required; may operate and maintain heavy earth moving equipment; performs related duties as required.

**MINIMUM QUALIFICATIONS REQUIRED**

**KNOWLEDGE, SKILL AND ABILITY:**

Considerable knowledge of and ability to apply the standard tools, materials, methods, and practices of a variety of trade areas; interpersonal skills; oral and written communication skills; ability to prepare estimates and keep shop records. Some ability to utilize computer software.

**GENERAL EXPERIENCE:**

Four (4) years' experience in one or more trade areas.

**PREFERRED EXPERIENCE:**

1. Experience performing highly skilled trades work in a school environment.
2. HVACR experience; trade license is highly desirable; S1, S2.
3. Certificate of Completion "Technician type Universal" refrigerant reclaiming certificate.
4. Experience with DDC/Building environmental controls systems highly desired.
5. Ability to utilize computer software.
6. Ability to write up purchase orders.

**SPECIAL EXPERIENCE:**

Two (2) years of the General Experience must have been performing skilled trade functions in one or more trade areas.

**Note:** For State employees, the Special Experience will be interpreted at or above the level of Skilled Maintainer or Department of Transportation Maintainer 2. Housekeeping, custodial, and food services duties will not be considered as qualifying experience.

**SUBSTITUTION ALLOWED:**

1. Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for two (2) years of the General Experience.
2. Two (2) years' experience as a Qualified Craft Worker Intern may be substituted for the General and Special Experience.

**SPECIAL REQUIREMENT:**

Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses or permits, and/or certifications.

**PHYSICAL REQUIREMENT:**

Incumbents in this class must have adequate physical strength, stamina, physical agility, and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

**WORKING CONDITIONS:**

Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to extreme weather conditions and to risk of injury from equipment.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

**APPLICATION PROCEDURE/REQUIRED DOCUMENTS:**

**All required documents must be received by close of business on the closing date in order to be considered for interview.**

1. Cover letter.
2. An Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov>.
3. The names and contact information for three (3) pertinent professional references.
4. If you are a State employee, please submit a copy of your two most recent service ratings in addition to the above documents.

**Note:** Current State Department of Education employees in the NP-2 bargaining unit are required to submit the CT-HR-12 application only.

**Please submit the above documents to the following address:**

**Emmett O'Brien Technical High School  
141 Prindle Avenue  
Ansonia, CT 06401  
ATTN: Kisha Richardson, Business Manager  
TEL: (203) 732-1800**

**Applications will be accepted via U.S. mail or hand delivery only.**

The CTHSS is committed to a policy of equal opportunity/affirmative action for all qualified persons and equal access to Boy Scouts of America and other designated youth groups. The CTHSS does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but**

**not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Connecticut Technical High School System's nondiscrimination policies and practices should be directed to:

Levy Gillespie  
Equal Employment Opportunity Director/American with Disabilities Act Coordinator  
State of Connecticut Department of Education  
25 Industrial Park Road  
Middletown, CT 06457  
860-807-2071  
Levy.Gillespie@ct.gov  
(Coordinator for matters related to Affirmative Action/Equal Opportunity Employment and nondiscrimination policies and practices)

Beatrice Tinty  
Education Consultant  
Connecticut Technical High School System  
25 Industrial Park Road  
Middletown, CT 06457  
860-807-2220  
(Coordinator for matters related to Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973)

U.S. Department of Education  
Office for Civil Rights  
5 Post Office Square, Suite 900  
Boston, Massachusetts 02109-3921  
617-289-0111  
Fax number 617-289-0150  
TTY/TDD 877-521-2172  
(Matters related to race, color, national origin, age, sex and/or disability)

## **AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**